

THE CITY OF TORONTO

City Clerk's Office

Minutes of the Administration Committee

Meeting 4

Wednesday, May 25, 2005

The Administration Committee met on May 25, 2005, in Committee Room 2, City Hall, Toronto, commencing at 9:39 a.m.

Councillor	Public Session 9:39 a.m. to 12:35 p.m.	Public Session 2:10 p.m. to 2:25 p.m.	In-Camera 2:28 p.m. to 3:55 p.m.	Public Session 4:00 p.m. To 4:10 p.m.
Councillor Michael Walker, Chair	X	X	X	X
Councillor Janet Davis, Vice-Chair	X	X	X	X
Councillor Shelley Carroll	X			
Councillor Frank Di Giorgio	X	X	X	X
Councillor Rob Ford	X	X	X	X
Councillor Doug Holyday	X	X	X	X
Councillor Frances Nunziata	X	X	X	X
Councillor Sylvia Watson	X	X	X	X

* Members were present for all or part of the meeting.

Councillor Walker in the Chair.

Councillor Walker noted that this would be his last meeting as Chair of the Administration Committee for this term of Council. Councillor Walker expressed his appreciation to Committee Members and recognized the contribution of City staff assigned to this Committee.

Councillor Nunziata moved a vote of thanks to the Chair.

Declarations of Interest Pursuant to the Municipal Conflict of Interest Act.

Councillor Ford declared an interest with respect to Minute No. 4.23, "Lease Renewal – 90 Niagara Street, Toronto (Ward 19 – Trinity-Spadina)", and advised that his family owns a printing company.

Confirmation of Minutes

On motion by Councillor Holyday, the minutes of the meeting of the Administration Committee held on April 26, 2005 were confirmed.

4.1 2005 Access and Equity Grant Program

The Administration Committee considered a report (May 10, 2005) from the City Manager recommending allocations for the 2005 Access and Equity Grant Program. Of the 90 applications received in 2005, 69 are recommended for funding.

Recommendations:

It is recommended that:

- (1) grants totalling \$768.8 thousand be approved in the 2005 Access and Equity Grant Program as outlined in Appendix No. 1;
- (2) \$5.0 thousand be held in reserve for appeals to the 2005 Access and Equity Grant Program, subject to the submission of a report recommending the allocation of this reserve; and
- (3) the appropriate City of Toronto officials be authorised to take the necessary action to give effect thereto.

The following persons addressed the Administration Committee:

- Klara Szocs, President, Board of Directors, Hungarian Canadian Community Services, and filed a submission;
- Zulekha Suni, Northwood Neighbourhood Services;
- Michael Bailey, obo The Canadian AIDS Treatment Information Exchange; and
- Seema Opal, Alliance for South Asian AIDS

Councillor Nunziata moved that \$5.0 thousand not be held in reserve for appeals to the 2005 Access and Equity Grant Program, which failed on a tie vote.

Administration Committee Minutes
Wednesday, May 25, 2005

The Administration Committee:

- (1) (on motion by Councillor Davis) recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (May 10, 2005) from the City Manager;
- (2) (on motion by Councillor Davis) referred the submissions from the speakers representing Northwood Neighbourhood Services, Hungarian Canadian Community Services and the Canadian AIDS Treatment Alliance for South Asian AIDS Prevention to the City Manager for a report back to the Administration Committee;
- (3) (on motion by Councillor Holyday) requested the City Manager to report back to the November 15, 2005 meeting of the Administration Committee on consolidating the 90 groups requesting funding from the City's Access and Equity Grant Program while achieving the same objectives;
- (4) (on motion by Councillor Ford) requested the City Manager to report to the Administration Committee on how much of the Access and Equity Grant Program funding is applied to salaries and wages;
- (5) (on motion by Councillor Carroll) decided to strike a sub-committee of the Administration Committee to perform an annual review of staff's grant allocation recommendations as well as to hear final appeals from applicants in order to forward a final set of recommended Access and Equity Grant allocations to the Administration Committee; and

- (6) (on motion by Councillor Nunziata) requested the City Manager to submit a report to the Administration Committee with a review of the previous three years or longer on the number of groups that have been eliminated from the Access and Equity Grants Program and include comments on success rates.

(City Manager; cc: Ceta Ramkhalawansingh, Manager, Diversity Management and Community Engagement – May 27, 2005)

Report 5, Clause 1

Councillor Davis in the Chair.

4.2. Tax Adjustment – *Municipal Act, 2001* Section 357 and 358

The Administration Committee held a statutory hearing under the *Municipal Act, 2001* and no one addressed the Committee.

The Administration Committee considered a report (May 10, 2005) from the Treasurer recommending approval for the cancellation, reduction or refund of taxes pursuant to the provision of section 357 and 358 of the *Municipal Act, 2001*.

Recommendations:

It is recommended that:

- (1) the individual tax appeal applications made pursuant to section 357 of the *Municipal Act, 2001* resulting in tax adjustments totalling \$167,690.84 (excluding phase-in/capping), as provided in the detailed hearing report attached as Appendix C, be approved; and,
- (2) the appropriate City Officials be authorized and directed to take the necessary actions to give effect thereto.

On motion by Councillor Holyday, the Administration Committee recommended to City Council:

- (1) that the individual appeals pursuant to Section 357 and 358 of the *Municipal Act* as provided in the Detailed Hearing Report marked as Appendix C attached and as summarized in Schedule “A” and “B” of the report dated May 10, 2005 from the Treasurer, be approved excluding the following applications to be heard at a future hearing:

Section 357

Ward #	Appeal #	Tax Year	Assessment Roll #	Property Location	Reason	Tax Adjustment
20	20030543	2003	190406235 000700	405 Adelaide St. West	Demolished	0
20	20040392	2004	190406578 003500	28 Cecil St.	Class Change	0

and

- (2) the appropriate City Officials be authorized and directed to take the necessary actions to give effect thereto.

Report 5, Clause 2

Councillor Walker in the Chair.

4.3 Metropolitan Toronto Pension Plan – Actuarial Report and Cost Certificate as at December 31, 2004

The Administration Committee considered a report (May 9, 2005) from the Treasurer providing comments regarding the Plan's 2004 Actuarial Valuation, to request approval for the Consumer Price Index-based increase in payments to pensioners as of 2005 as recommended therein and to present information on the financial status of the Plan.

Recommendations:

It is recommended that:

- (1) the 2004 Actuarial Report for the Metropolitan Toronto Pension Plan be received;
- (2) there be granted an increase of 1.83% in payments, effective as if in force on January 1, 2005, to pensioners of the Plan receiving benefits resulting from retirements prior to 2004, and for pensioners whose benefits arose from retirements in 2004, a proportionate increase at the rate of 0.1525% for each benefit month in that year;
- (3) By-law No. 15-92 of the former Metropolitan Corporation governing the Metropolitan Toronto Pension Plan as amended to date be further amended accordingly and authority be granted to introduce the necessary bill in Council; and
- (4) the appropriate City officials be authorized to take the necessary action to give effect to the foregoing Recommendations.

The Committee also considered a communication (May 5, 2005) from the Board of Trustees of the Metropolitan Toronto Pension Plan.

Recommendations:

It is recommended that:

- (1) the recommendations contained in the Recommendation Section of the report (April 2005) titled "Report on the Actuarial Valuation for Funding Purposes as at December 31, 2004", from Mr. Robert G. Camp, Mercer Human Resource Consulting, be adopted, as follows:
 - (a) that there be no improvements for active members for 2005;
 - (b) that an increase of 1.83% be granted on pensions, effective January 1, 2005, to pensioners on benefit for more than one year and a proportionate increase of 0.1525% for each month of pension payment made in 2004 be granted for pensioners who retired during 2004 for which the estimated cost is \$10,472,000; and

- (2) the process used in previous years to implement the proposed increase be confirmed.

On motion by Councillor Di Giorgio, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (May 9, 2005) from the Treasurer.

Report 5, Clause 4

4.4 Toner Cartridge Recycling

The Administration Committee considered a report (May 9, 2005) from the City Manager and the Treasurer reporting on the total number of toner cartridges purchased by City Agencies, Boards, Commissions and Corporations (ABCC's), including Toronto Community Housing Corporation and Toronto Economic Development Corporation in 2003, compared to the number of used toner cartridges collected by the ABCC's, Toronto Community Housing Corporation and Toronto Economic Development Corporation for recycling and the rate of recycling participation.

Recommendation:

It is recommended that this report be received for information.

On motion by Councillor Watson, the Administration Committee requested the Acting Director, Purchasing and Materials Management:

- (1) to contact the City's Agencies, Boards, Commissions and Corporations who have a toner cartridge recycling rate of less than 100 percent in order to offer them the City's assistance in bringing their toner cartridge recycling rate up to 100 percent; and
- (2) to report to the Administration Committee for its meeting on October 18, 2005 on the recycling rate achieved in 2004 by the City's

Agencies, Boards, Commissions and
Corporations.

Report 5, Clause 18(a)

4.5 Parking Tag Activity Report – 2004

The Administration Committee considered a report (April 12, 2005) from the Chief Financial Officer and Treasurer reporting on the number and breakdown of parking infraction notices issued in the City of Toronto in 2004.

Recommendations:

It is recommended that this report be received for information.

The Committee also considered a communication (May 20, 2005) from the City Clerk advising that City Council on May 17, 18 and 19, 2005, referred Motion J(7) regarding Request of Toronto Police Services Board to Decentralize Police Parking Enforcement to the Administration Committee for consideration.

The operative paragraphs read as follows:

NOW THEREFORE BE IT RESOLVED THAT City Council petition the Toronto Police Services Board to consider decentralizing Parking Enforcement and return it to the control of the individual community Police Divisions;

AND BE IT FURTHER RESOLVED THAT the appropriate City officials be requested to take any action to give effect to this request, including the introduction in Council of any Bills that may be required.”

On motion by Councillor Watson, the
Administration Committee:

- (A) deferred this matter until the meeting of the Administration Committee on October 18, 2005, to be considered with the forthcoming report from the City Manager and Chief Financial Officer regarding parking tickets; and

- (B) requested the City Manager, in consultation with the Chief Financial Officer, to include in such report comment on:
- (1) Motion J(7), Request of Toronto Police Services Board to Decentralize Police Parking Enforcement, moved by Councillor Walker, seconded by Councillor Jenkins; and
 - (2) (on motion by Councillor Holyday) possible exemptions to parking enforcement during statutory holidays and long weekends.

(Superintendent Gary Ellis, Toronto Police Service; Maurice Anderson, President, Toronto Parking Authority; cc: Councillor Pam McConnell, Chair, Toronto Police Services Board, City Manager, Chief Financial Officer and Treasurer – May 27, 2005)

Report 5, Clause 18(b)

4.6 Declaration as Surplus – Parcel of Vacant Land Located on the North Side of Jasper Avenue Adjacent to 64 Jasper Avenue (Ward 11 – York South Weston)

The Administration Committee considered a report (April 25, 2005) from the Chief Corporate Officer declaring the property surplus to municipal requirements.

Recommendations:

It is recommended that:

- (1) the parcel of vacant land located on the north side of Jasper Avenue, adjacent to 64 Jasper Avenue, being the east part of Lot 12, on Plan 1846 and shown as Part 1 on Sketch No. PS-2004-067 (the “Property”), be declared surplus to the City’s requirements and the Chief Corporate Officer be authorized to invite an offer to purchase from the owner of 64 Jasper Avenue, and all steps necessary to comply with Chapter 213 of the City of Toronto Municipal Code be taken; and

- (2) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Nunziata, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (April 25, 2005) from the Chief Corporate Officer.

Report 5, Clause 5

4.7 Release of the City of Toronto's Reversionary Interest in Land in Regent Park North (Ward 28 – Toronto Centre-Rosedale)

The Administration Committee considered a report (May 9, 2005) from the Chief Corporate Officer authorizing the release of the City's reversionary interest in land in Regent Park North by way of a Release to the Toronto Community Housing Corporation ("TCHC") and the Ontario Housing Corporation ("OHC") of their obligations pursuant to the 1971 agreement and a Discharge of the said agreement from title to Regent Park North.

Recommendations:

It is recommended that:

- (1) the City release its reversionary interest in the Regent Park North lands, grant TCHC and OHC a Release of the obligation to reconvey the Regent Park North lands to the City under the agreement registered in Land Registry Office for the Registry Division of Toronto (No. 63) as Instrument No. 147473EP on February 12, 1971, and consent to the Discharge of said Instrument from title to the Regent Park North lands;
- (2) the City Solicitor be authorized to complete the transaction on behalf of the City, including approving the form and content of the Release and Discharge, making payment of any necessary expenses and amending the closing and other relevant transaction dates to such earlier or later date(s) and on such terms and conditions as she may from time to time consider reasonable; and

- (3) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Holyday, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (May 9, 2005) from the Chief Corporate Officer.

Report 5, Clause 6

4.8 Sale of Surplus Property – Six Closed Public Highways Located in Regent Park South

The Administration Committee considered a report (May 9, 2005) from the Chief Corporate Officer seeking authority for the sale of St. David Walk, Sackville Green, Belshaw Place, Whiteside Place, Nicholas Avenue and the easterly portion of St. Bartholomew Street (collectively referred to as the "Highways").

Recommendations:

It is recommended that:

- (1) the Offer to Purchase from TCHC to purchase the Highways shown on Sketches Nos. PS-2004-114a, 115, 117, 118, 119 and 120, for nominal consideration, be accepted on the terms outlined in the body of this report, and that either one of the Chief Corporate Officer or the Director of Real Estate Services be authorized to accept the Offer on behalf of the City;
- (2) the City grant or reserve easements over the Highways in favour of the City, Bell Canada, Toronto Hydro, Enbridge, Rogers Cable, and any other utility, for nominal consideration, to protect utilities and services, if required;
- (3) the City reserve a temporary easement over St. Bartholomew Street for the benefit of the City, its servants, agents and invitees, for continued pedestrian and vehicular access to and from the Regent Park Community Centre at 203 Sackville Green, until access to and from the Community Centre is made available by way of a constructed public highway dedicated to the City;

- (4) the City Solicitor be authorized to complete the transaction on behalf of the City, including amending the closing and other relevant transaction dates to such earlier or later date(s) and on such terms and conditions as she may from time to time consider reasonable; and
- (5) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Davis, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (May 9, 2005) from the Chief Corporate Officer.

Report 5, Clause 7

4.9 Proposed Graffiti Abatement Strategy – Summer “Clean Team”

The Administration Committee considered a communication (April 20, 2005) from the City Clerk advising that City Council on April 12, 13 and 14, 2005, considered Report 3, Clause 13 of The Planning and Transportation Committee and forwarded a copy to the Works Committee, Economic Development and Parks Committee, Administration Committee and the Mayor’s Roundtable on Clean and Beautiful City for their information.

On motion by Councillor Nunziata, the Administration Committee received this communication and Clause.

Report 5, Clause 18(c)

4.10 Blanket Contract Amendment – Veritas Enterprise Products including Software Maintenance, Professional Services and Support Services – Request for Quotation No. 3405-02-3506

The Administration Committee considered a report (April 21, 2005) from the Chief Corporate Officer reporting to Committee and Council on the Blanket Contract Amendment for the projected over expenditure of the Storagetek Canada Inc. blanket contract for Veritas Enterprise Products initially awarded and

approved at City Council meeting of April 14, 15 and 16, 2003, Report 3, Clause 47 recommended by the Administration Committee.

Recommendations:

It is recommended that the Administration Committee and City Council concur with staff actions to increase blanket contract 47007750 with Storagetek Canada Inc. for Veritas Enterprise Products including Software Maintenance, Professional Services and Support Services from \$765,325.00 to \$1,388,435.43 including all charges and taxes for the period ending December 31, 2005.

On motion by Councillor Davis, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (April 21, 2005) from the Chief Corporate Officer.

Councillor Ford voted against the above motion.

Report 5, Clause 10

4.11 Purchase Order Amendment – Follow-Me-Forward (FMF) Phase II – Network Integration and Project Completion of the Community and Neighbourhood Services Voice Messaging Server – Bell Canada

The Administration Committee considered a report (April 28, 2005) from the Chief Corporate Officer seeking Council approval to extend the current sole source Purchase Order No. 6014521 with Bell Canada. This Purchase Order was to network or connect the three (3) of the four (4) voice mail systems used within the City of Toronto. The extension requested is to complete the integration of the voice messaging networking project, between the Divisions within the former Community and Neighbourhood Services Department with the Corporate Voice Messaging System.

Recommendations:

It is recommended that:

- (1) City Council approve the extension of the current sole source Purchase Order with Bell Canada for the purpose of completing the integration of the remaining voice messaging server with the Corporate Voice

Messaging System from \$483,000.00 to \$781,885.00 inclusive of all taxes and charges; and

- (2) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Davis, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (April 28, 2005) from the Chief Corporate Officer.

Report 5, Clause 11

4.12 Service Level Agreements for Printers

The Administration Committee considered a report (April 26, 2005) from the Chief Corporate Officer reviewing the feasibility of adding service level agreements including preventive maintenance and cleaning to future printer purchasing calls.

Recommendations:

It is recommended that this report be received for information.

On motion by Councillor Nunziata, the Administration Committee received this report.

Report 5, Clause 18(d)

4.13 Software Licence Usage – Oracle Corporation Canada Inc.

The Administration Committee considered a report (April 21, 2005) from the Chief Corporate Officer informing City Council on a semi-annual basis, the number of Oracle database licences acquired, the requesting division and the total costs associated with the acquisition.

Recommendations:

It is recommended that this report be received for information.

On motion by Councillor Davis, the Administration Committee received this report.

Report 5, Clause 18(e)

4.14 e-City Committee – Terms of Reference

The Administration Committee considered a report (May 3, 2005) from the Chief Corporate Officer reporting on the proposed Terms of Reference for the e-City Committee.

Recommendations:

It is recommended that:

- (1) City Council adopt the Terms of Reference as recommended by the e-City Committee as attached to this report in Attachment No. 1; and
- (2) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Davis, the Administration Committee referred this matter to the City Manager, in consultation with the City Clerk, for report back to its next meeting on June 28, 2005.

Report 5, Clause 18(f)

4.15 Process for Disposal of Technology Assets

The Administration Committee considered a communication (May 11, 2005) from the e-City Committee recommending to the Administration Committee that Council adopt the staff recommendations in the Recommendations Section of the report (April 27, 2005) from the Chief Corporate Officer, subject to amending Recommendation (2) by deleting the words “requests from”, and inserting instead

the words “the request from Toronto Free-Net and requests from other”, so that the Recommendations will now read as follows:

- (1) staff continue to dispose of surplus technology assets in accordance with the procedures set out in the Technology Asset Disposal Strategy, approved by Council in its session of July 22, 23 and 24, 2003; and
- (2) the request from Toronto Free-Net and requests from other non-profit organizations for equipment donations be directed to Computers for Schools - Ontario (CFSO).

The following persons addressed the Administration Committee:

- John W. May, Chair of the Board, Computers for Schools – Ontario, gave a power point presentation and filed a submission; and
- Ken McCracken, Executive Director, Toronto Free-Net, and filed a submission.

On motion by Councillor Davis, the Administration Committee recommended to City Council that the recommendations of the e-City Committee be adopted, as amended, by adding the following two Recommendations:

- “(3) the City of Toronto enter into an agreement with Computers for Schools – Ontario to:
 - (a) offer off-lease Technology End of Lease Strategy computers free of charge;
 - (b) after offering surplus computers to school boards, give first priority for any remaining computers to City of Toronto grant-receiving not-for-profit organizations and second priority to other not-for-profit organizations based in the City of Toronto;

- (c) require Computers for Schools – Ontario to provide notices to our grant-receiving organizations about how to access surplus computers; and
- (4) the Technology Asset Disposal Strategy be amended to reflect these conditions, such amended policy to be reported to the Administration Committee.”;

so that the Recommendations will read as follows:

- “(1) staff continue to dispose of surplus technology assets in accordance with the procedures set out in the Technology Asset Disposal Strategy, approved by Council in its session of July 22, 23 and 24, 2003;
- (2) the request from Toronto Free-Net and requests from other non-profit organizations for equipment donations be directed to Computers for Schools - Ontario (CFSO);
- (3) the City of Toronto enter into an agreement with Computers for Schools – Ontario to:
 - (a) offer off-lease Technology End of Lease Strategy computers free of charge;
 - (b) after offering surplus computers to school boards, give first priority for any remaining computers to City of Toronto grant-receiving not-for-profit organizations and second priority to other not-for-profit organizations based in the City of Toronto;

- (c) require Computers for Schools – Ontario to provide notices to our grant-receiving organizations about how to access surplus computers; and
- (4) the Technology Asset Disposal Strategy be amended to reflect these conditions, such amended policy to be reported to the Administration Committee.”

On motion by Councillor Watson, the Administration Committee requested the Chief Corporate Officer to report back on how Toronto Free-Net can have access to up to 3,000 computers released through the Technology End of Lease Strategy over the 3 year period and report back on the terms upon which Toronto Free-Net would be given access to those computers.

Report 5, Clause 12

4.16 Technology End of Lease Strategy Initiative (TELS) Progress Report on Purchasing Requirements for Second Quarter 2005

The Administration Committee considered a communication (May 11, 2005) from the e-City Committee recommending to the Administration Committee that the report (April 11, 2005) from the Commissioner of Corporate Services be received.

On motion by Councillor Di Giorgio, the Administration Committee received the report.

Report 5, Clause 18(g)

4.17 Sole Source Open Contract with Champion Road Machinery Sales

The Administration Committee considered a report (April 29, 2005) from the Chief Corporate Officer requesting approval to proceed in setting up an open contract with Champion Road Machinery Sales as a sole source supplier of parts and service for the equipment listed in the attached letter from them in an amount not to exceed \$350,000 annually.

Recommendations:

It is recommended that:

- (1) authority be granted to issue an open contract in the amount of \$350,000 annually with Champion Road Machinery Sales as sole source supplier of parts and service for the equipment listed in the attached letter from them:
and
- (2) the appropriate officials be authorized and directed to take the necessary actions to give effect thereto.

On motion by Councillor Holyday, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (April 29, 2005) from the Chief Corporate Officer.

Report 5, Clause 14

4.18 Request to use the City of Toronto Logo – Her Majesty’s Canadian Ship Toronto Home Team

The Administration Committee considered a report (May 18, 2005) from the Chief Corporate Officer recommending that the City of Toronto pursue other opportunities to help Her Majesty’s Canadian Ship (HMCS) Toronto Home Team to promote Toronto. Use of the City of Toronto logo is not recommended.

Recommendations:

It is recommended that:

- (1) the City of Toronto not approve the request by HMCS *Toronto* Home Team for permission to use the City of Toronto logo on correspondence originated by HMCS *Toronto* Home Team;
- (2) Council direct staff in the City's Economic Development and Culture Division to explore other opportunities to promote Toronto with HMCS *Toronto* Home Team; and
- (3) Council endorse the flying of the City of Toronto flag by HMCS *Toronto*.

On motion by Councillor Davis, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (May 18, 2005) from the Chief Corporate Officer.

Report 5, Clause 15

4.19 Shell Canada Service Stations at 4722 Yonge Street, 181 Sheppard Avenue East, 730 Sheppard Avenue East and 2831 Bayview Avenue – Settlement of Legal Claims re: Sheppard Subway Project (Wards 23 and 24 – Willowdale)

The Administration Committee considered a confidential report (May 13, 2005) from the City Solicitor.

On motion by Councillor Watson, the Administration Committee:

- (1) recommended to City Council that the staff recommendations in the Recommendations Section of the confidential report (May 13, 2005) from the City Solicitor be adopted subject to amending Recommendation (1) by adding the words "subject to an appropriate source of funds being identified by the Budget Advisory Committee"; and
- (2) because the report relates to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, including

communications necessary for that purpose under the *Municipal Act, 2001*, discussions about this report be held in camera.

On motion by Councillor Ford, the Administration Committee requested the Deputy City Manager and Chief Financial Officer, in consultation with the City Solicitor, to report back to the Administration Committee on the total amount of compensation paid to businesses for damages arising from the construction of the Sheppard subway and that the report identify each company, the amount paid to each company and when.

Report 5, Clause 16

4.20 Toronto Parking Authority – Purchase of 105 Spadina Avenue for Municipal Parking Purposes (Ward 20 – Trinity-Spadina)

The Administration Committee considered a confidential report (May 11, 2005) from the President, Toronto Parking Authority.

On motion by Councillor Nunziata, the Administration Committee recommended that:

- (1) City Council adopt the staff recommendations in the Recommendations Section of the confidential report (May 11, 2005) from the President, Toronto Parking Authority; and
- (2) because the report relates to the acquisition of land for municipal purposes, including communications necessary for that purpose, under the *Municipal Act, 2001*, discussions about this report be held in camera.

Report 5, Clause 17

4.21 Recorded Vote Participation

The Administration Committee considered a communication (April 15, 2005) from the City Clerk advising that City Council on April 12, 13 and 14, 2005, referred Motion J(11) regarding recorded vote participation to the Administration Committee for consideration.

The operative paragraphs read as follows:

“NOW THEREFORE BE IT RESOLVED THAT the Province of Ontario be requested to amend the *Municipal Elections Act* to require that the proclamation declaring the date and rules of the next and subsequent municipal elections include the number of recorded votes taken over the previous term and the percentage of votes cast by each Councillor;

AND BE IT FURTHER RESOLVED THAT the voting attendance records be attached to the annual report that lists the office expenses of the individual Councillors.”

On motion by Councillor Holyday, the Administration Committee

(1) amended Motion J(11) by:

- (a) adding to the first Operative Paragraph after “the number of recorded votes taken over the previous term”, the words “at regularly scheduled Council meetings”; and
- (b) adding to the second Operative Paragraph after “voting attendance records”, the words “for regularly scheduled Council meetings”,

so that the Operative Paragraphs now read as follows:

“NOW THEREFORE BE IT RESOLVED THAT the Province of Ontario be requested to amend the *Municipal Elections Act* to require

that the proclamation declaring the date and rules of the next and subsequent municipal elections include the number of recorded votes taken over the previous term at regularly scheduled Council meetings and the percentage of votes cast by each Councillor;

AND BE IT FURTHER RESOLVED THAT the voting attendance records at regularly scheduled Council meetings be attached to the annual report that lists the office expenses of the individual Councillors.”; and

- (2) referred the Motion, as amended, to the City Clerk for report back to the Administration Committee for its meeting on September 13, 2005.

Report 5, Clause 18 (h)

4.22 Conducting Business with Individuals and Businesses in Arrears with the City

The Administration Committee considered a report (May 11, 2005) from the Treasurer responding to a series of requests made by the Administration Committee concerning the City's ability to identify individuals and businesses that are in arrears with the City in order to prevent them from conducting further business with the City until their arrears are settled.

Recommendations:

It is recommended that:

- (1) the Treasurer be directed to prepare and maintain a centralized “debtor watch list” to be drawn from each of the City’s major billing systems and that the Purchasing and Materials Management Division use the debtor watch list to bring to the attention of the City Manager low bids or highest ranking proposals from individuals or businesses on the list;

- (2) the Right to Reject Debtors and Set Off Policy (the “Policy”) be amended by amending paragraph 5.2 to remove the requirement that all persons responding to a procurement process from PMMD include in their response a completed “Right to Reject Debtors Policy Declaration” (the “Declaration”), so that submission of the Declaration would no longer be required as part of the response;
- (3) the City’s RFQ and RFP documents be amended to inform respondents of the City’s Right to Reject Debtors and Set Off Policy as amended;
- (4) the City Manager use the guidelines as outlined in Appendix A to this report in exercising her discretion under the Policy;
- (5) the City Manager be authorized to further define criteria to be applied by staff within the intent of the guidelines referred to in Appendix A;
- (6) staff be directed to re-assign overdue accounts to the City’s second collection agent should the first collection agent be unsuccessful after a fixed period of time and that, where the debt is under \$10,000 and is not an amount raised as taxes or deemed to be taxes, and where the Deputy City Manager and Chief Financial Officer has authorized the write-off of the debt as uncollectable in accordance with the Financial Control By-law, the second collection agent be allowed to offer the debtor a settlement for less than the full amount of the account owing; and
- (7) the Director of Purchasing and Materials Management, in consultation with the City Solicitor, be authorized to make technical amendments to the Policy to ensure that it accurately reflects the process set out in this report.

Terry Watson, Tennant Sales and Service Company, appeared before the Committee.

On motion by Councillor Di Giorgio, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (May 11, 2005) from the Treasurer.

(City Council – May 27, 2005)

Report 5, Clause 3

4.23 Lease Renewal – 90 Niagara Street (Ward 19 – Trinity-Spadina)

The Administration Committee considered a report (May 5, 2005) from the Chief Corporate Officer seeking authority for renewal of the lease with Niagara Toronto Lofts Inc. with respect to the building known as 90 Niagara Street, which houses the City's Printing and Distribution Unit (PDU), for a term of five (5) years effective February 15, 2006.

Recommendations:

It is recommended that:

- (1) the existing lease which expires on February 14, 2006 after the initial ten (10) year term and a renewal term of five years, be renewed for a further term of five (5) years, effective February 15, 2006, subject to certain terms and conditions; and
- (2) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

Councillor Ford declared an interest with respect to this item, and advised that his family owns a printing company.

On motion by Councillor Holyday, the Administration Committee recommended that Council adopt the staff recommendations in the Recommendations Section of the report (May 5, 2005) from the Chief Corporate Officer, subject to funds being available.

Report 5, Clause 8

4.24 Guild Inn Hotel – Letter of Intent with Windmill Development Group Ltd.

The Administration Committee considered a confidential report (May 17, 2005) from the Deputy City Manager and the Deputy City Manager and Chief Financial Officer.

The Administration Committee also considered a confidential communication (May 23, 2005) from Councillor Soknacki.

The following persons appeared before the Administration Committee:

- Harry Spindel, President, Guildwood Village Community Association;
- Liz Oliver, Director, Guild Renaissance Group;
- Jonathan Bowman, JRB Capital Group and Jonathan Westeinde, Managing Partner, Windmill Development and gave a power point presentation.

On motion by Councillor Nunziata, the Administration Committee adjourned its public session at 2:25 p.m. to meet in-camera to consider a matter relating to solicitor-client privilege

The Committee resumed its public session at 4:00 p.m.

On motion by Councillor Nunziata, the Administration Committee directed that:

- (1) the confidential recommendations of the Administration Committee be forwarded to Members of Council under separate cover; and
- (2) because the report relates to the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose, under the *Municipal Act, 2001*, discussions about this report be held in camera.

Report 5, Clause 9

4.25 Property at Northwest Corner of Yonge Street and York Mills Road.

The Administration Committee considered a communication (May 12, 2005) from the General Secretary, Toronto Transit Commission, requesting the transfer of registered title to the TTC for the property located at the northwest corner of Yonge Street and York Mills, noting that there will be no further net financial impact to either the TTC or the City.

On motion by Councillor Watson, the Administration Committee referred this matter to the Director of Real Estate, in consultation with the Chief Financial Officer, for a report back to its next meeting on June 28, 2005.

(Mr. Vincent Rodo, General Secretary, Toronto Transit Commission – May 27, 2005)

Report 5, Clause 18(i)

4.26 Report on Options for the New Wireless Telecommunications Services Request for Proposal

The Administration Committee considered a report (May 10, 2005) from the Chief Corporate Officer presenting the various options available and the potential financial benefits for the procurement and management of wireless telecommunications services within the City of Toronto.

Recommendations:

It is recommended that:

- (1) City Council endorse issuing an RFP for Wireless Telecommunications Services which would permit the continued use of the current Vendors of Record, with a transition to a Preferred Vendor procurement model for the wireless telecommunication services as outlined in this report;
- (2) City Council authorize the immediate consolidation of all wireless billing accounts into a single account per vendor to maximize all applicable discounts available to the City;
- (3) City Council endorse a policy of requiring all future requests for wireless telecommunication services be through the selected Preferred Vendors;
- (4) Estimated savings of approximately \$933,000 resulting from the implementation of option 2 be identified and reflected in the respective programs 2006 operating base budget; and

- (5) the appropriate City Officials be authorized and directed to take the necessary action to give effect thereto.

On motion by Councillor Holyday, the Administration Committee recommended that City Council adopt the staff recommendations in the Recommendations Section of the report (May 10, 2005) from the Chief Corporate Officer.

Report 5, Clause 13

4.27 Automated Vehicle Location (AVL) Systems Pilot

The Administration Committee considered a report (May 18, 2005) from the Chief Corporate Officer notifying the e-City and Administration Committees of support for proceeding with extending the Solid Waste Management AVL pilot project and to provide plans to develop an AVL systems framework and protocol with the City's Agencies, Boards, Commissions and Divisions.

Recommendations:

It is recommended that:

- (1) the Solid Waste Management Division request to add up to 35 vehicles to their AVL pilot be endorsed; and,
- (2) the plan to develop an AVL systems framework and protocol be received for information.

The Administration Committee also considered a communication (May 18, 2005) from the e-City Committee.

Recommendations:

The e-City Committee recommended to the Administration Committee that City Council adopt the following recommendations:

- (1) the Executive Director of Information and Technology, in consultation with the City's Agencies, Boards, Commissions and Divisions, be requested to report to the e-City Committee as soon as possible with a framework and protocol for automated vehicle location systems; and

- (2) prior to Council's adoption of the automated vehicle location systems framework and protocol the City's Agencies, Boards, Commissions and Divisions, be requested to advise the Executive Director of Information and Technology if any such programs are under evaluation.

The Committee also had before it Report 3, Clause 2a of the Works Committee titled "Review of Automated Vehicle Location (AVL) and Management Control System Pilot Project in Solid Waste Management Services".

On motion by Councillor Di Giorgio, the Administration Committee concurred with the staff recommendations in the Recommendations Section of the report (May 18, 2005) from the Chief Corporate Officer and directed that the Works Committee be advised of the Committee's action.

(Works Committee – May 27, 2005)

Report 5, Clause 18(j)

4.28 Review of Councillor Remuneration

The Administration Committee considered a communication (May 20, 2005) from the City Clerk advising that City Council on May 17, 18 and 19, 2005, referred Motion I(01) regarding the Review of Councillor Remuneration to the Administration Committee for consideration.

On motion by Councillor Nunziata, the Administration Committee received this communication.

Report 5, Clause 18(k)

4.29 Remedial Activities at 11R Hounslow Heath Road and Adjacent Properties Request for Quotation 9153-05-7177 (Ward 17 – Davenport)

The Administration Committee considered a report (May 24, 2005) from the Chief Corporate Officer advising on the results of the Request for Quotation (RFQ) 9153-05-7177 issued for the Remedial Activities at 11R Hounslow Heath

and Adjacent Properties and to request authority to award a contract the recommended Contractor (The Cannington Group).

Recommendations:

It is recommended that:

- (1) the Facilities and Real Estate 2005 approved capital budget be increased by \$800,000.00 with an offsetting recovery from the Land Acquisition Reserve, in the amount of \$800,000.00 to cover the costs of all remediation work at 11R Hounslow Heath Road; and
- (2) the RFQ 9153-05-7177 for Remedial Activities at 11R Hounslow Heath Road and Adjacent Properties, be awarded to The Cannington Group in the amount of \$629,022.83, including all applicable taxes and charges, being the lowest acceptable Quotation received, meeting specifications.

Councillor Palacio was present during consideration of this matter.

On motion by Councillor Watson, the Administration Committee recommended to Policy and Finance Committee that Council adopt the staff recommendations in the Recommendations Section of the report (May 24, 2005) from the Chief Corporate Officer.

(Policy and Finance Committee – May 27, 2005)

Report 5, Clause 18(l)

4.30 Councillor Access to Municipal Connect (on-line access to assessment roll date) provided by the Municipal Property Assessment Corporation (MPAC)

The Administration Committee considered a report (May 20, 2005) from the City Clerk advising of the actions taken to secure Councillors' access to Municipal Connect.

Recommendation:

It is recommended that this report be received for information.

On motion by Councillor Watson, the
Administration Committee received this report.

Report 5, Clause 18(m)

Lunch adjournment at 12:35 p.m.

Committee resumed at 2:10 p.m.

In-Camera session at 2:28 p.m.

Public session resumed at 4:00 p.m.

Committee adjourned at 4:10 p.m.

Chair